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13 February 1953

MEMORANDUM FOR: DEPUTY DIRECTOR ( ADMINISTRATION )

SUBJECT : Weekly Activities Report for Week Ending 13 Feb 1953

1. General

25X1C15a



b. Supply Task Group in Far East

Arrangements have been made for the Chief of the Office of Logistics to visit the Far East, leaving Washington on or about 18 February for the purpose of observing logistics activities in the area and assisting the Supply Group in the accomplishment of the assigned mission.

2. Transportation Division

There were no significant developments during this period.

3. Supply Division

25X1A6a

[Redacted]  
inactivated by 28 Feb 1953.

25X1A6a  
25X1A6a

b. [Redacted] -- A plan for the operation of the Depot to be established at [Redacted] has been proposed and is now being processed for final approval. This plan of operation considers the depot to be an overt CIA installation with the covert requirements being cared for by the methods of moving supplies and equipment in and out of the depot coupled with the security guards which prevent any unauthorized persons from observing activities within the warehouse.

Document No.	3
No Change In Class.	<input type="checkbox"/>
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Class. Changed To:	TS S C
Auth.:	HR 70-2
Date:	10 Apr 78

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#### 4. Purchase Division

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##### a. Contract Documents

(2) At the end of the period 96 contract documents with an approximate money value of \$1,146,845 were on hand. Their status is as follows:

No action	3	
Pending receipt of more detailed info. etc.	26	
Pending bids openings and awards	8	
Negotiations Underway	7	
Pending drafting of contractual documents	6	50
No further action required by procurement officers:		
1. Pending typing and mailing	17	
2. Pending signature of contractor	27	
3. Pending final clearance and signature by C.O.	2	46
		<u>96</u>

##### b. Requisitions

On hand beginning of period		197
Received during period		179
Completed during period		163
On hand end of period		213
With action	128	
Without action	85	

#### 5. Real Estate and Construction Division

25X1A2g

a. Project [REDACTED] -- Requirements of construction based on decisions made at the site have been delivered to [REDACTED] for a 25X1A1d

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Security Information

25X1C4a

25X1C4a

25X1A2g

revised estimate by the [REDACTED] Approval of lease by [REDACTED] is still pending.

b. Project [REDACTED] -- Sub-contractor's claim for extra compensation still being reviewed by General Counsel's Office.

25X1A6a

c. [REDACTED] -- Completion of plans and specifications scheduled for 15 March. PBS Regional Office will be asked to publish notice or advertise bids in local area (scheduled for 1 April to 30 April) which will permit award of bid about 1 June.

6. Special Staff

25X1A8a

a. A committee has been set up by DD/P Admin to steer future planning for World-Wide bases. Current operational plans and objectives will be furnished the committee by the [REDACTED] of DD/P, after which the committee will pass the information and work agreements to PSO for establishing requirements for facilities, equipment and supplies. This committee will meet weekly until such time as essential plans and policies have been formulated.

b. Action has been initiated to confirm our personnel and construction programs by coordination with the Budget Division and the Comptroller's Office and by placing pertinent requirements on the appropriate Divisions of this Office. No obstacle to meeting the deadline of 20 Feb 1953 is anticipated.

JAMES A. GARRISON  
Chief of Procurement and Supply